

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, August 11, 2015

Attendants:

BOARD-

Pam Merkadeau (PM)
Michelle McNeil (MM)
Eric Olbekson (EO)
Hal Carroll (HC)
Johanna Anton (JA)

STAFF-

Brigitte Shearer (BS)
Portor Goltz (PG)
Mike Koenig

CALL TO ORDER

The meeting was called to order at 7:06pm by Board Member PM

REVIEW AND APPROVAL OF THE MINUTES

Board Member EO made a motion to approve the minutes of the July 14, 2015 Regular Board Meeting (MM second). The Board voted as follows: MM: yes PM: yes HC: yes JA: abstain EO: yes

INTRODUCTION OF GUESTS

Monika Peschke – HCA liaison (left early)

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

A. Programming –

- a. EEC – EEC classrooms were cleaned in preparation for the new school year.
- b. Pool –Swim instructor training is being improved. Pool heater repairs are underway. 6 guards competed in the Lifeguard Games.
- c. ASP –ASP/IC is ready for school to begin and fall camp preparation has begun. ASP is still looking for additional staff.
- d. Seasonal Programs/ Special Events – A new mandarin program will begin this fall. Several special events are happening this fall.

B. Facilities & Grounds – Pool heater upgrades are underway. We're awaiting further information for open space repairs.

C. Administration –CSDA conference will be on Monterey this year.

COMMITTEE REPORTS

The finance committee summarized the findings from its further review of the draft budget. The latest revisions include adjustments to revenue as well as further expense reductions to better align the District with its strategic objectives and financial obligations.

FINANCIAL REPORT

The YTD financials were discussed. The June 30 financials are still preliminary.

UNFINISHED BUSINESS

- A. General Manager employment agreement renewal – This topic was continued until later in the meeting.

NEW BUSINESS

- A. 2015-2016 budget: The Board reviewed the revised budget and discussed certain changes. The Board agreed that fees must be increased to consistently cover operating costs, debt service and future capital improvements. Board Member HC made a motion to pass the budget with the following amendments: maintain Simple IRA contribution at 3% and cap salary increases (JA second). The motion passed unanimously.
- B. GM employment agreement. Board Member JA made a motion to approve the GM agreement (HC second). The motion passed unanimously.
- C. ASP enrollment process: Board Member HC made a motion to approve the ASP enrollment process with the following amendment: should a Group 1 resident lottery be implemented: Residency documentation of the parent or legal guardian will be required. (JA second). The motion passed unanimously.
- D. Open space repair expense approval: This topic was continued to the next meeting.
- E. Appointment of ad hoc committees: Land Committee: continued; Ad hoc Fees Committee to review program fees: HC, MM; Ad hoc Personnel Committee to review Handbook and Gender policy: EO, PM
- F. Strategy session planning: The Board will conduct its final strategy session this fall. BS will collect dates, arrange facilitator and confirm agenda and logistics.
- G. UPCOMING MEETINGS: (August 24 Special Meeting is cancelled), September 8, October 13

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member EO made a motion to pay the bills (MM second) and the motion passed. The motion passed unanimously.

ADJOURNMENT

Board Member HC made a motion to adjourn the meeting (MM second)
The motion passed unanimously. The meeting adjourned at 9:17pm.

Respectfully submitted,

Brigitte Shearer
Board Secretary